

Standardization

**JOINT DOCTRINE AND JOINT TACTICS, TECHNIQUES,
AND PROCEDURES (JTTP) DEVELOPMENT PROGRAM**

The purpose of this instruction is to set forth guidance, procedures, and responsibilities for the staffing of joint doctrine and joint tactics, techniques, and procedures (JTTP) during development and review of joint publications. The provisions of this instruction apply to the United States Transportation Command (USTRANSCOM) and its components. This instruction implements Joint Publication (JP) 1-01, Joint Publication System-Joint Doctrine and Joint Tactics, Techniques, and Procedures Development Program. Send comments and suggested improvements to this instruction on Air Force (AF) Form 847, Recommendation for Change of Publication, to USTRANSCOM/ TCJ5-SR, 508 Scott Drive, Scott AFB IL 62225-5357. The use of a name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by USTRANSCOM.

SUMMARY OF REVISIONS

Overall generally updates the text. Adds Attachments 1 and 2. **NOTE:** Since this directive has been revised in its entirety, asterisks will not be used to identify revised material.

1. References, Abbreviations, Acronyms, and Terms. References, related publications, abbreviations, acronyms, and terms used in this instruction are listed in Attachment 1.

2. Policy. The Commander in Chief, United States Transportation Command (USCINCTRANS) is responsible for assisting the Chairman, Joint Chiefs of Staff (CJCS), in the development and review of joint doctrine and JTTP. This process will be conducted in accordance with the procedures outlined in Joint Pub 1-01.

3. Responsibilities:

3.1. The Command Relationship and Doctrine Team (TCJ5-SR) is designated as the USTRANSCOM office of primary responsibility (OPR) for all joint doctrine and JTTPs. TCJ5-SR is responsible for USTRANSCOM's participation in the Joint Doctrine and JTTP development/review process and, as the Lead Agent (LA), Primary Review Authority (PRA), Technical Review Authority (TRA), or Coordinating Review Authority (CRA) shall:

3.1.1. Prepare and submit joint doctrine and JTTP projects for potential development.

3.1.2. Meet milestones assigned by the publication LA for each step in the development/review process.

3.1.3. Coordinate the staffing of each joint publication for review and comments. As a minimum, the staffing and review process will include the following steps:

3.1.3.1. Distribute publications to appropriate USTRANSCOM Transportation Component Commands (TCCs) and USTRANSCOM staff for technical review/comments.

3.1.3.2. Monitor the progress of each joint project and provide assistance, as necessary, to ensure a timely USTRANSCOM-coordinated effort in the development/review process.

3.1.3.3. Identify and resolve any issues between staff agencies and TCCs that arise during document development/review.

3.1.3.4. Prepare the USTRANSCOM response in accordance with the format described in paragraph 4 and forward the signed response to the LA for incorporation into a final pub.

3.1.3.5. Coordinate USTRANSCOM participation in the development/review process of all joint doctrine and JTTP documents. Specific guidance on joint doctrine and JTTP development is provided in Joint Pub 1-01 for each of the following steps:

3.1.3.5.1. Project proposal.

3.1.3.5.2. Validation of project proposal.

3.1.3.5.3. Project scope development.

3.1.3.5.4. Project development.

3.1.3.5.5. Preliminary approval.

3.1.3.5.6. Final publication coordination.

3.1.3.5.7. Evaluation.

3.1.3.5.8. Final approval.

3.1.3.5.9. Institutionalization of new/changed joint doctrine and JTTP procedures at USTRANSCOM.

3.1.4. When USTRANSCOM is designated as the LA for a joint doctrine or JTTP project, TCJ5-SR will:

3.1.4.1. Conduct informal project scope refinement coordination with the staffs of the Services.

3.1.4.2. Assign a PRA to develop the publication and request that each Service and unified command assign a CRA.

3.2. USTRANSCOM TCCs, as a TRA or CRA, will:

3.2.1. Upon receipt of a project outline, program directive, or draft publication, review the document and provide comments using the procedures established in paragraph 4 or as directed. TCCs may also be tasked directly through their respective Service to review or comment on a specific publication.

3.2.2. Assist in the evaluation of joint publications, especially during training and exercises, and provide comments to TCJ5-SR in the format prescribed in Attachment 2.

3.2.3. Under the cognizance of the LA, serve as the PRA or TRA as directed. Develop an initial draft based upon guidance provided in the program directive and the assigned publication. The PRA will consider existing joint, combined, and Service doctrine and ensure the draft reflects Service and unified command perspectives. The PRA will establish early dialogue with unified command and Service CRAs to highlight perspectives and/or doctrinal differences that should be considered in the development of the initial draft.

3.2.4. When designated as the PRA, the TCCs will coordinate comments with USTRANSCOM prior to release.

33. USTRANSCOM directorates and direct reporting elements (DREs) will, upon receipt of a project outline, program directive, or draft publication, review the document and provide comments using the procedures established in Attachment 2 or as directed by the PRA/CRA/TRA.

4. Review Procedures and Format:

4.1. Use the following comment headings when providing input to draft publications:

4.1.1. *CRITICAL.* Critical comments will cause a non-concurrence in the draft if the concern is not satisfactorily resolved.

4.1.2. *MAJOR.* Major comments are significant concerns that may result in non-concurrence in the entire document. This category may be used with a general statement of concern with a subject area, thrust of the document, etc., followed by detailed comments on specific entries in documents that, taken together, constitute the concern.

4.1.3. *SUBSTANTIVE*. Substantive comments are provided because sections in the document appear to be or are potentially incorrect, incomplete, misleading, or confusing.

4.1.4. *ADMINISTRATIVE*. Administrative comments correct inconsistencies between sections and typographical or grammatical errors.

4.2. Recommendations will be submitted using *line-in/line-out* format as shown in Attachment 2. Each comment or recommendation will be preceded by the appropriate category followed by reference to the page, paragraph, and line number. Each comment will have accompanying rationale so the reader can fully understand the nature of the comment and how it will improve the document.

DANIEL F. McMILLIN
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Attachments

1. Glossary of References, Abbreviations, Acronyms, and Terms
2. Sample Line-in/Line-out Format

GLOSSARY OF REFERENCES, ABBREVIATIONS, ACRONYMS, AND TERMS

Section A— References

Department of Defense (DOD) 5025.1, DOD Directive System Procedures

Joint Pub 1-01, Joint Publication System Joint Doctrine and Joint Tactics, Techniques, and Procedures Development Program

Joint Pub 1-02, DOD Dictionary of Military and Associated Terms

Joint Staff Instruction (JSI) 5701.01A, Policy for the Development of CJCS, Joint Staff, and J-Directorate Instructions, Manuals, and Notices

Joint Staff Manual (JSM) 5701.01, CJCS, Joint Staff, and J-Directorate Instructions, Manuals, and Notices Formats and Procedures

Air Force Instruction (AFI) 37-160, Vol I, The Air Force Publications and Forms Management Programs— Developing and Processing Publications

AFI 37-160, Vol 5, The Air Force Publications and Forms Management Programs— Guide for Proponents of Air Force Publications

AFI 37-160, Vol 6, The Air Force Publications and Forms Management Programs— Numbering Publications

Section B--Abbreviations and Acronyms

AF - Air Force

CINC - Commander in Chief

CJCS- Chairman Joint Chiefs of Staff

CRA – Coordinating Review Authority

DOD - Department of Defense

DREs - Direct Reporting Elements

DS - Doctrine Sponsor

JDWP - Joint Doctrine Working Party

JTTP - Joint Tactics, Techniques, and Procedures

LA - Lead Agent

OPR - Office of Primary Responsibility

PRA – Primary Review Authority

PD - Program Directive

TCCs -Transportation Component Commands

TCJ5-SR - Command Relationship & Doctrine Team

USTRANSCOM – United States Transportation Command

Section C--Terms

Joint Doctrine Specific Terms. The following distinctive terms, defined in the reference and frequently used in the development and review of joint publications, are provided for clarity.

Coordinating Review Authority (CRA). An agency appointed by a Service or unified command to coordinate with and assist the primary review authority (PRA) in doctrine development, evaluation, and maintenance efforts. Each Service or unified command must assign a CRA. CRA comments provided to the PRA will represent the position of the appointing Service or unified command with regard to publication under development.

Doctrine Sponsor (DS). Each joint doctrine or JTTP project will be assigned a Joint Staff doctrine sponsor by the Joint Doctrine Working Party (JDWP). The doctrine sponsor will assist the lead agent (LA) or PRA as requested and perform CRA functions for the Joint Staff. The doctrine sponsor will coordinate the draft document with the Joint Staff and provide Joint Staff comments and recommendations to the PRA. The DS is responsible for preliminary and final coordination of Joint Doctrine and JTTP projects.

Joint Doctrine Working Party (JDWP). The JDWP meets semiannually and provides an efficient alternative for introducing proposals. The JDWP serves as an important forum to bring together the combatant commands, Services, and the Joint Staff, as full partners in the systematic development of Joint Doctrine and JTTP.

Joint Tactics, Techniques, and Procedures (JTTP). The actions and methods that implement Joint Doctrine and describe how forces will be employed in joint operations.

Lead Agent (LA). Individual Services, combatant commands, or Joint Staff directorates may be assigned as LA for developing and maintaining joint doctrine and JTTP publications. The LA has responsibility for developing, coordinating, reviewing, and maintaining assigned doctrine or JTTP publication.

Primary Review Authority (PRA). The PRA and the LA may, in some cases, be the same. The PRA performs the actions and coordination necessary to develop and maintain the assigned publication under cognizance of the LA in accordance with Joint Pub 1-01.

Technical Review Authority (TRA). The TRA is an organization tasked to provide specialized technical or administrative expertise to the PRA or CRA.

SAMPLE LINE-IN/LINE-OUT FORMAT

a. Critical comments: None.

b. Major comments:

(1) Page III-14, paragraph 6. Add the following. "Transportation services, provided Transportation Working Capital Fund owned/controlled assets, require cash reimbursement."

Rationale: The cost of the transportation is significant in nature and needs to be understood that reimbursement will be required.

(2) Page IV-10, paragraph 3, line 14. Change as follows: "between the theater CINC geographic combatant commander and subordinate". **Rationale:** Consistent with Joint Pub 1-02, DOD Dictionary of Military and Associated Terms.

c. Substantive comments:

(1) Page II-24, paragraph 1, line 8. Make subparagraph "a" part of paragraph 1 and delete subparagraph "b". **Rationale:** Brevity. Deletes redundant information.

(2) Page IV-6, subparagraph 3c., line 17. Change as follows: "... ~~the responsibilities~~ obligations of the...". **Rationale:** Accuracy. The word "obligation" is a more accurate description of the relationship discussed.

d. Administrative comments:

(1) Page I-6, subparagraph 4c, line 9. Change as follows: "Upon Arriving at the Sscene, USCINCPAC units will transferto the control of ~~units to~~ the rescue task force commander and will...". **Rationale:** Editorial.

(2) Page II-6, paragraph 2, line 8. Change as follows: "... militaryService must have...". **Rationale:** Correctness in accordance with JAI 5711.06M.